

CONFIDENTIAL

OPERATIONS DIRECTORATE SUPPORT OFFICERS' MEETING

DDS Conference Room'

21 March 1973

1. Present were:

25X1A

2. The DDS has cancelled the weekly schedule of staff meetings. Instead, he is meeting with the DDS office heads and three of his staff chiefs at 0840 each morning for about 20 minutes.

3. No regular DDO Staff Meeting this week.

4. Other items of interest.

a. Office of Inspector General. Bill Broe has advised us that effective about 1 July 1973 the Inspection Staff will be substantially reduced. After that date there will be no regularly scheduled component reviews. The Inspection Staff will continue to operate in personnel related activities to include such as grievances, appeals, EEO and women's matters.

b. "Damage Report!" We have scheduled an afternoon showing of this film for Friday, 23 March, at 2:30 p.m. in the main auditorium. Since over ☐ Operations Directorate personnel saw the film on the two earlier showings, we have made available to DDS people about 300 seats for the 23rd. Suggest each of you offer about 15 seats to members of your component.

c. Credit Union Elections. Last week we called your attention to the need to send in your ballots by close of business 23 March. Please be sure that every Credit Union member is given a ballot and urged to vote.

d. Radar to Monitor Speeding. Please be sure that ☐ on this subject reaches all employees.

25X1A

e. Consumer Price Index. Harry Fisher received word today that the CPI reached 128.6 during February. Only 128.1 was needed to trigger the 3-month waiting period plus the extra preparation month to result in a cost of living increase for those on the retired roll on 1 July 1973. Harry says CSC is predicting something like a 5 1/2 percent increase.

CONFIDENTIAL

25X1

~~CONFIDENTIAL~~

f. UBLIC Retirement Coverage. Harry Fisher told us on 20 March that the Board of Directors of GEHA has adopted a temporary exception to the rule that you must have UBLIC insurance for 10 years before retirement in order to carry this insurance into retirement. The temporary exception is that you are eligible to continue your UBLIC coverage as indicated below, if you have been a subscriber since 1 January 1973 or earlier and are retiring voluntarily, or under the separation of excess personnel program, by 30 June 1974. If you've carried the insurance for 10 years at retirement you pay premiums to age 60 and are then covered, at a reduced level, for the rest of your life. If you've not carried the insurance for 10 years before retirement, you may now carry it to age 60, paying regular premiums, and if you attain 10 years coverage by age 60, coverage from age 60 is free. If you don't get 10 years by age 60, the insurance lapses. Retirees under CIARDS may pay premiums by pay deduction. Retirees under the CSRS must pay by check (or cash) on a quarterly basis.

g. DDS Signature Line. Hal prefers to have all caps -- HAROLD L. BROWNMAN.

h. QSI

25X1A

i. Assignments

25X1A

O/DDS	March '73
WH/SS (Acting DC)	March '73
DC/CI/SG	March '73
OTR	April '73

j. Training of "S" Careerists

25X1A

Fundamentals of Budgeting	19-23 March
Forms Analysis & Design	2-13 April
Workshop	
Managerial Grid	13-18 May
Support Services Trends & Highlights	4 - 8 June
Supervision & Management	17-21 Sept

~~CONFIDENTIAL~~

Charlie:

I talked with [redacted] of the Credit Union this morning, and as a result of our conversation you will probably hear from him (or possibly [redacted] before the CSSO meeting this afternoon.

The main point is that there has been some slip up in the delivery of the ballots to certain of the DD/O components. For example, I learned from my friends last Friday (the 16th) that ~~the~~ NE and certain SB components had not received theirs--they did receive them yesterday. I checked with the support offices of other major DD/O components on Friday and Monday, and apparently all of them had received the ballots, generally on the 13th of March.

Ms. [ ] tells me that the ballots for ONE and an un-named DD/I component were also delayed.

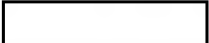
Mr. [ ] says that after the initial load of return ballots over the first weekend, there has been only a trickle of further returns, and the overall total to date is disappointingly low. Hence he may want to ask you to request the Support Officers to urge their people to vote

P.S. [redacted] are the only candidates nominated by petition.

ADMINISTRATIVE - INTERNAL USE ONLY


This Notice Expires 31 March 1974

SECURITY

  
14 March 1973

STATINTL

RADAR TO MONITOR SPEEDING  
WITHIN THE HEADQUARTERS BUILDING COMPOUND

1. This notice supersedes  same subject, dated 8 January 1973. STATINTL

2. A trial period in which speeders apprehended in the Headquarters Building Compound were issued a warning ticket has just been concluded. Effective immediately, drivers stopped for speeding in the Compound will be issued a citation to appear before the Magistrate of the United States District Court for the Eastern District of Virginia. As in the case of parking violators, fines may be paid in lieu of court appearances. If the alleged offender wishes to contest the charge, an appearance before the U.S. Magistrate will be scheduled.

FOR THE DIRECTOR OF CENTRAL INTELLIGENCE:

JOHN W. COFFEY  
Deputy Director  
for Support

DISTRIBUTION: ALL EMPLOYEES

ADMINISTRATIVE - INTERNAL USE ONLY

ADMINISTRATIVE - INTERNAL USE ONLY

STATINTL

RECORDS AND CORRESPONDENCE  
15 March 1973

DD/S ADMINISTRATIVE  
NOTICE NO.

PREPARATION OF CORRESPONDENCE

Effective 17 March 1973, correspondence requiring the signature of the Deputy Director for Support will be prepared as follows:

HAROLD L. BROWNMEN  
Deputy Director for Support

FOR THE DEPUTY DIRECTOR FOR SUPPORT:



STATINTL

Executive Officer to the  
Deputy Director for Support

ADMINISTRATIVE—INTERNAL USE ONLY

Executive Registry

73-1383

DD/S 73-1014

14 MAR 1973

*Support*

MEMORANDUM FOR: Deputy Director for Operations  
Deputy Director for Support

SUBJECT : Personnel Procedures

1. DD/O has been supplied with DD/S careerists to assist in its personnel management. At the same time, a considerable number of DD/O officers and personnel are involved in this management process. While basic personnel management decisions must be made through the DD/O command line, some consolidation of functions among the DD/O apparatus, the DD/S careerists assigned to DD/O, and the Office of Personnel might result in a net saving of personnel spaces addressed to this function.

2. DD/S and DD/O are instructed to appoint a joint study group to review personnel management procedures for DD/O personnel and make recommendations with respect to any consolidation which might be feasible. This report should be submitted by 15 April 1973.

/s/ W. E. Colby

W. E. Colby  
Executive Secretary  
CIA Management Committee

cc: Director of Personnel

ADMINISTRATIVE—INTERNAL USE ONLY

PROCLAMATION 4199

# National Employ the Older Worker Week

*By the President of the United States of America*

## A Proclamation

The employment of men and women who are 45 years of age and over is an important objective—not only for those directly involved, but for our entire country. For their energies, their talents, and their experience are a national resource of tremendous value which is not now being fully utilized.

There are many barriers hampering middle-aged and older Americans in continuing as productive and useful participants in the society and in the work force. This Administration is committed to overcoming these barriers.

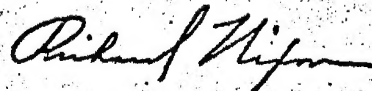
In an expanding economy such as ours the single most effective response to the employment problems of older workers will come from the understanding and voluntary cooperation of employers in both the private and public sectors.

To encourage such cooperative efforts, the Congress, by House Joint Resolution 334, has requested the President to issue a proclamation designating the second full calendar week in March of 1973 as National Employ the Older Worker Week.

NOW, THEREFORE, I, RICHARD NIXON, President of the United States of America, do hereby designate the week beginning March 11, 1973, as National Employ the Older Worker Week. I am pleased to join with the Congress in urging all employers to consider the skills and qualifications of those men and women 45 years of age and older who are unemployed or underemployed and who are able and willing to work.

I am also asking the Secretary of Labor to see to it that those public officials at national, State, and local levels who provide job placement, counseling, training, and retraining services accelerate their efforts to help older workers to find suitable jobs and training opportunities. We must not only concentrate on these efforts during this week but sustain them at high level throughout the year.

IN WITNESS WHEREOF, I have hereunto set my hand this fifteenth day of March, in the year of our Lord nineteen hundred seventy-three, and of the Independence of the United States of America the one hundred ninety-seventh.



[FR Doc.73-5273 Filed 3-15-73;12:52 pm]

STATINTL

Approved For Release 2002/08/06 : CIA-RDP78-04722A000300010028-4

Approved For Release 2002/08/06 : CIA-RDP78-04722A000300010028-4